

Downtown Business District
Meeting Minutes
Wednesday, September 28, 2016
330 Main Street, Middletown, CT

Attendees

Diane Gervais (Chair)	Geen Thazhampallath (Director of Parking)
Mike DiPiro (Commissioner)	Cathy Duncan (Chamber of Commerce)
Tom Ford (Commissioner)	Lisa Melaven (DBD Office)
Peter Harding (Commissioner)	
Gary Nagler (Commissioner)	
Mary Ann Perrotti (Commissioner)	

Minutes -

- Motion made by Mike DiPiro to approve
- 2nd by Mary Ann Perrotti
- Minutes accepted

Treasurer's Report – Mike DiPiro

Mike reports things look good early into the 2016 – 2017 budget. There has been a change made to the budget spreadsheet to reflect visually the surplus carryover from the previous fiscal year. The surplus carryover for the 2015-2016 fiscal years was \$116,650.00.

Diane mentioned the only notable difference in this year's budget is the "watering" of the sidewalk planters. It has gone up approximately \$1,000 more due to a hot & dry summer.

- Motion made by Peter Harding to approve
- 2nd by Tom Ford
- Treasurer's Report accepted.

Chair Update – Diane Gervais

Marketing: Marc and I met with Tag Team and discussed shooting 2 Better CT segments. I believe they are going to shoot on 11/21 and air one on 12/7 and one on 12/12. Marc can talk more about this at our October meeting.

Downtown Brochures: The new Fall/Winter downtown brochure is underway, the edits have been sent to the designer and pictures are being chosen, we should be able to go to print soon.

Gift Cards: Continuing to sell gift cards, we will be updating to a new program with Store financial shortly,

Holiday Lighting: The cross street snowflakes have been ordered and a 50% deposit fronted by us.

Beautification: The planters have been replanted to a fall design.

New items: Jen Alexander would like us to discuss revamping our website. She has some specific ideas in mind and is willing to work on getting it done.

I have suggested that we discuss this at our October meeting as she could not attend today. In the meantime I think we should all think about what we would like the website to accomplish, and how it should look and feel, and how much we are willing to spend on it.

Police Report – None

A note from Diane when Officer White and Officer Haddad are working you see presence in the downtown businesses.

Planning – Tom Marano

Tom Marano reports via email; the Hajjar project is on schedule for December-January occupancy.

Fed Ex is proceeding on schedule.

Tom Ford reports the general manager of the Hajjar project is overseeing the apartment units being built.

In December Woodard & Curran an environmental business will be moving into the Middle Oak building employing approx. 50 people. Ashfield Healthcare Communications will be occupying the 3rd floor.

Citizens Bank is looking to downsize the Main Street branch. Krust is opening a new restaurant at 500 Main Street.

Parking Report - Geen Thazhampallath

Geen reports the parking department continues to work on the project by Chamber; City Lot Side A. The new planters have been set in place; Buds and Blossoms will be planting a fall theme. New LED light fixtures and security cameras will be installed.

The inbound lane of the Russell Library/First Church parking lot will be widened to include a new sidewalk and staircase.

All Main Street parking meters will be changed to new meter heads with brighter display, raised buttons and larger screens.

Gary Nagler from the Inn at Middletown mentioned there has been an influx of people sleeping in the tunnel under Route 9. This is a major concern with guests staying at the Inn who like to go out for morning walks/runs. Geen will handle these concerns with the police department and public works department.

The City/parking department has hired an engineering firm to look at options in updating the arcade parking lot. The parking department is working with Mike Stone to furnish parking for a potential new company to occupy the third floor of Main Street Market.

Public Works – None

Chamber of Commerce – Cathy Duncan

- BUSINESS EXPO – Tuesday, October 11th
9:30a.m. – 3:00p.m. - Open to Public
4:00p.m. – 7:00p.m. - Executive Evening
- Middletown's 31st Annual Holiday On Main Street
Friday, November 25th – 4:00 p.m. - 8:15 p.m.
Saturday, November 26th - 10:00 a.m.-2:00 p.m.
Saturday, December 3rd – 9:30 a.m. – 2:00p.m.
Saturday, December 10th – 10:00 a.m. – 2:00p.m.
Saturday, December 17th – 10:00 a.m. – 2:00 p.m.
- Congratulations to the 2016 Small Business Award Winners
Retail Business of the Year – Malloves Jewelers
Minority Owned Business of the Year – Tonia's Tailoring

New Business – Gary Nagler

Gary Nagler reports The Inn at Middletown will be undergoing a full renovation starting next year.

The phases are as follows:

- All Guest Rooms – Next year
- Banquet Rooms and Tavern – Year after next
- Exterior Lighting Project – Year after next
In front of Hotel; will allow up to 30 different color schemes

- Motion to adjourn by Mike DiPiro
- 2nd by Mary Ann Perrotti

